

CO-OPERATIVE FEDERATION OF VICTORIA LTD

MINUTES OF BOARD MEETING

held at Victorian Producers' Co-operative Co., Brooklyn, on

WEDNESDAY 6 MARCH 1995

14/95 PRESENT:

J. Gill	Chairman
M. Carlson	
S. Chenery	
K. Chester	
B. Harford	
V. Hughes	
D. McMullan	
K. O'Neill	
I. Risstrom	
A. Gill	Secretary

The Chairman welcomed Mr. Bernie Harford as director of the Federation.

15/95 MINUTES PREVIOUS MEETING:

Resolved

"That the resolutions passed at the meeting on 18 January, 1995 be approved."

"That the minutes of the board meeting held on 18 January, 1995 be confirmed as a true and correct record of that meeting and be duly signed by the Chairman."

16/95 BUSINESS ARISING FROM MINUTES:

Plunkett Foundation

The Plunkett Foundation's proposal for the Federation to act as its agent for marketing their publications throughout Australia was previously distributed to directors.

Resolved

"The board accepts the Plunkett Foundation's offer for the Co-operative Federation of Victoria Ltd to be its agent for the distribution of publications throughout Australia."

"That the Secretary clarify whether the Federation purchases the publications or sells them on consignment."

Plunkett Foundation (cont)

Resolved

"That expenditure of up to \$2,000 be approved if the Federation is required to first purchase the publications."

"That the following pricing policy be adopted:

1. Plunkett Foundation publications:

- (a) Sell to non members at the Foundation's retail price.*
- (b) Sell to members at 10% discount of Foundation's retail price.*
- (c) Sell to other organisations who offer to distribute Plunkett publications at 20% discount of Foundation's retail price.*

2. Non Plunkett publications to be sold at the Foundation's retail price.

Ballarat Taxis Co-operative Ltd

The Secretary advised that he had written to the Co-operative and to date had not received a reply.

Audit fee

The Secretary tabled a quotation of \$1,200 for Grant Thornton to audit the Federation's 1994/95 accounts.

Resolved

"That the Secretary obtain quotations from auditors in Ballarat and report to the next board meeting."

Interstate trade survey

The Secretary reported that he was still awaiting a reply from the NSW Registry regarding a list of questions for the survey.

Colac Herd Improvement Co-operative Ltd

The Secretary advised that he had written to the Co-operative and to date had not received a reply.

17/95 CORRESPONDENCE:

Incoming and outgoing correspondence was tabled.

Resolved

"That incoming correspondence be received and outgoing correspondence be approved."

18/95 MEMBERSHIP:

Applications for membership

The Secretary advised that two applications for membership were received since the last board meeting.

Resolved

"That the following co-operatives be approved for membership of the Federation and the accompanying shares allotted:

<i>Name of Applicant</i>	<i>Shares to be allotted</i>
<i>Co-operative Energy Ltd</i>	<i>401 to 405</i>
<i>Monash Co-operative Bookshop Ltd</i>	<i>406 to 410."</i>

Member delegates*Resolved*

"That the following delegates be accepted pursuant to the rules:

<i>Name of Nominee</i>	<i>Member Co-operative</i>
<i>Mr. David Griffiths</i>	<i>Co-operative Energy Ltd</i>
<i>Mr. Paul Mason</i>	<i>Monash Co-operative Bookshop Ltd."</i>

Annual subscriptions

The Secretary advised that debtors total \$3,700 from 7 members.

Resolved

"That the Secretary write to debtors seeking the payment of their 1994/95 annual subscription."

19/95 FINANCIAL REPORT:

Profit and loss statement & balance sheet

The statements for February 1995 were received by the directors.

Directors pointed out that the grant of \$15,000 had not been added to year to date expenditure, as outlined at the last board meeting. The Secretary apologised for the omission and undertook to amend the budget accordingly.

Accounts payable

The Secretary tabled the accounts outlined in the appendix for payment.

Resolved

"That the accounts as presented be approved for payment."

Bank balance

The Secretary reported that the bank balance at 28 February, 1995 was \$1,271.30 and advised that a further \$3,000 was needed to cover anticipated expenses to the next board meeting.

Resolved

"That \$3,000 be transferred from the 30 day term deposit held at the Commonwealth Bank to the cheque account, at the date of maturity."

Government grant

The Secretary reported that a grant of \$15,000 has been received from the Department of Justice to assist in the implementation of the Federation's co-operative education and promotion program. After seeking quotations on interest rates the Secretary, after consultation with the Chairman, invested the funds in a 45 day term deposit with IOOF Building Society at a rate of 7.9%. The Secretary advised that the term deposit matures on 7 April.

Resolved

"The board approves the action of investing the government grant of \$15,000 in a 45 day term deposit at IOOF Building Society, and approves rolling over the deposit for a further 45 days upon maturity."

Taxation

The Chairman has written to Grant Thornton on the tax status of the Federation and has directed them to seek a Tax Office ruling on the matter.

Resolved

"The board approves the action of the Chairman in seeking a ruling from the Australian Taxation Office."

20/95 STATE GOVERNMENT REPORT:**Legislation**

The Secretary reported that he had spoken to Ms Pamela Jenkins, adviser to the Attorney-General, seeking a meeting to discuss co-operatives legislation. She advised that it was now unlikely that a bill will be ready for the autumn session of parliament because of unresolved issues relating to interstate memberships and common national prudential standards, particularly related to investments in co-operatives by non members.

Resolved

"That the Secretary write a letter to the Attorney-General; expressing the Federation's disappointment that a bill will not be introduced into the autumn session of parliament, acknowledging outstanding issues, and seeking a report on progress toward a new act."

21/95 SECRETARY'S REPORT:**Tasks performed**

The Secretary's report for January-February, 1995 was tabled.

Victorian Co-operative News

The Secretary reported that a letter has been sent to members seeking their preference for the distribution of the News to their directors.

Community co-operatives seminar

The Secretary tabled a revised proposal and budget for the community co-operatives seminar.

Resolved

- 1. That the seminar be held on Friday 22 September;*
- 2. That a planning committee be established comprising the Secretary, Tim Dyce of the Asia Pacific Co-operative Training Centre, Vern Hughes, and a representative of the rental housing co-operative sector;*
- 3. Obtain details and learn from the experiences of the recent NSW seminar;*
- 4. Engage the Asia Pacific Co-operative Training Centre to assist in the planning and facilitation of the seminar, for a fee of up to \$800;*
- 5. Engage the Secretary to be overall coordinator of the project, for a fee of \$1,200."*

ICA's centenary

The Secretary reported that he had written to the ICA seeking details of their centenary and has not yet received a reply. The Secretary further advised that he had received a positive response from The Weekly Times newspaper to publish a co-operatives feature.

The directors discussed various strategies to publicise the centenary .

Resolved

"That the Secretary present a proposal for celebrating ICA's centenary at the next board meeting."

Brochures

The Secretary reported that the Federation's brochure is currently being prepared for printing, and that the co-operatives brochure is being amended to highlight further the unique features of co-operatives. The board agreed to adopt the Federation's previous logo for the brochures.

Education and promotions strategy

Further consideration of the strategy was deferred to the next meeting.

Meeting with State Registrars and Federations

The Secretary reported that Garry Cronan, Secretary of the Interstate Registrars' Committee, invited him to attend a two day meeting in Sydney on 9 -10 February to discuss proposals for an interstate division in co-operatives legislation. The Secretary received the approval from the Chairman to attend the meeting for a cost of approximately \$560. Expenditure was \$562.60.

The Secretary tabled a report on the meeting, and advised that the meeting discussed interstate trade issues including membership and prudential standards, and considered the Federation's submission on the NSW Co-operatives Act.

The Secretary tabled a resolution passed at the meeting for State Federations to consider. The Chairman queried item 3 of the resolution.

Resolved

"The Board of Directors of the Co-operative Federation of Victoria Ltd notes the progress being made in developing an appropriate interstate division for co-operatives."

"The Board reaffirms its belief that any such division should address the following issues:

1. *Cross border amalgamations;*
2. *Cross border transfer of engagements;*
3. *Similar provisions for membership and security issues in connection with membership which recognises the uniqueness of co-operatives;*
4. *Carrying on business across State borders; and*
5. *Co-operatives to comply with legislation in home State only."*

National Co-operatives Council

The Secretary tabled the agenda for the next meeting of the Council to be held in Perth on 5 April, which precedes the Co-operative Federation of WA's annual conference, and recommended that the Federation be represented at the meeting and conference, at a cost of up to \$800.

Resolved

"That the Secretary attend the meeting of the National Co-operatives Council in Perth on 5 April and the following Co-operative Federation of WA's annual conference up to a cost of \$800."

22/95 NEXT MEETING:

Resolved

"That the next Board meeting be held at VPC Wool Store, Brooklyn on Monday 8 May, 1995 commencing at 10.30 am."

23/95 CLOSE:

The meeting closed at 1.00 pm.

Signed Date:/..../95
(Chairman)